CAMPBELL COUNTY SOCIAL SERVICES BOARD

Date: December 19, 2018

The regular meeting of the Campbell County Department of Social Services was held on Wednesday December 19, 2018 in the Boardroom of the Social Services agency at 69 Kabler Lane, Rustburg, Virginia.

Members present:

James Nowlin, Vice Chair

Sandi Martin Marilyn Gadomski Kevin Keys Linda Grubba Morris Dews

Jon Hardie (non voting) Lisa C. Linthicum, Secretary

Member absent:

Carolyn Porter, Chair

Staff present:

Jill Giuliano, Recording Secretary Tim Heck, Assistant Director

Kim Leisher, Administrative Program Assistant II, Fiscal Unit

Vice Chairman Nowlin called the meeting to order at 10:00 am.

Minutes

// The minutes of the November 14, 2018 meeting were approved as amended and copies distributed prior to meeting.

Closed Session

// In accordance with Section 2.2-3711 of the Code of Virginia of 1950, on MOTION by Ms. Martin, the Board went into Closed Session at 10:04 am to discuss Individual Case Matters related to the Schedule of Board Action, A.4., and Personnel Matters, A.1.

The vote was:

Aye: Dews, Gadomski, Grubba, Keys, Martin, Nowlin

Nay: None

Absent: Dews, Porter

Mr. Dews arrived at 10:25 am.

Return to Regular Session

// On MOTION by Mr. Keys, the Board returned to regular session at 10:40 am.

The vote was:

Aye: Dews, Gadomski, Grubba, Keys, Martin, Nowlin

Nay: None Absent: Porter // On MOTION by Ms. Martin, the Board gives certification of the following:

WHEREAS, the Campbell County Social Services Board has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provision of The Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 [D] of the Code of Virginia of 1950 requires a certification by the Campbell County Social Services Board that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Campbell County Social Services board hereby certifies that, to the best of each member's knowledge, only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and only such public business matters as were identified in the MOTION convening the closed meeting were heard, discussed or considered by the Campbell County Social Services Board.

The roll call vote was:

Aye: Nowlin
Aye: Gadomski
Aye: Martin
Aye: Grubba
Aye: Dews
Aye: Hardie
Aye: Keys
Nay: None
Absent: Porter

// The Board reviewed the Schedule of Board Action.

Administrative Report

// The Board reviewed the bills and expenses.

// The Director reviewed an updated copy of the Annual Report for County Fiscal Year 2017-2018. The expenditures for Foster Care and Adoption, General Relief, Auxiliary Grant and the VIEW programs were updated. The Annual Report is submitted to the County Administrator and is also posted to the county website.

// On MOTION by Mr. Dews, the Board approved the updated Campbell County Social Services Annual Report for county fiscal year 2017-18.

The vote was:

Aye: Dews, Gadomski, Grubba, Keys, Martin, Nowlin

Nay: None Absent: Porter // Per the Board's direction, the Director submitted a proposal for the installation of a security and surveillance system for the building. The Assistant Director reviewed the proposal with the Board. The Access Control System consists of keyless entry to four perimeter doors of the social services building. The Video Management System consists of camera surveillance for three interior areas and five exterior areas of the building. A lengthy discussion followed regarding additional costs such as upgrades, camera placement on the building, insurance matters and the availability of state funds or grants to assist with the overall cost of the project.

// On MOTION by Mr. Keys, the Board voted to accept the Security and Surveillance proposal and authorized the Director to request supplemental funding. The Board further asked for review and future updates on project specifications.

The vote was:

Aye: Dews, Gadomski, Grubba, Keys, Martin, Nowlin

Nay: None Absent: Porter

// The Director discussed the Budget Timetable for Fiscal Year ending June 30, 2020. Linda Grubba and Morris Dews volunteered to serve on the Budget Committee and work with the Director and the Office Manager on the FY 2020 budget on Monday January 7, 2019 at 9:30 am at the social services agency. The proposed budget will be presented to the DSS Board for approval at its regularly scheduled meeting on January 16, 2019.

// The Director shared the Title IV-E Reviews issued during the fourth quarter ending June 30, 2018 by state and region. Campbell County had a 0% error rate for the first quarter of the current fiscal year.

Personnel

// Kim Leisher was selected for the position of Administrative Program Assistant II for the Fiscal Unit, effective December 1, 2018. Ms. Leisher was introduced to the board members.

// Megan Herndon was promoted to the position of Family Services Specialist III for the Foster Care and Adoption Unit, effective January 1, 2019.

Budget

// The Director reviewed the monthly VDSS budget report and the County budget report.

Staff Reports

// The Director reviewed the monthly staff reports.

Information

// The Director shared an article regarding Virginia's foster care system.

Next Meeting Date

// At the request of Board member Gadomski, the Board discussed a change in the regular day and time of future board meetings. The next regular monthly meeting will be held at Campbell County Department of Social Services on Wednesday January 16, 2019 at 2:30 pm.

Adjournment

// On MOTION duly made and accepted, the Board adjourned at 12:00 pm.

Respectfully,

Jill Giuliano, Recording Secretary

Lisa C. Linthicum, Secretary

James Nowlin, Vice Chair